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ODP-0-870
1 JUL 1980

MEMORANDUM FOR: Chief, Management Staff, DDA

FROM   :   ███████████████   25X1A
                     Chief, Management Staff, ODP

SUBJECT   :   Third Quarter 1980 DDCI Goals
                     Program Review

REFERENCE   :   Your Memo, dtd. 16 June 1980, Same Subject
                     (DD/A 80-0069/6)

In paragraph 4 of the referent memorandum you asked

that formal paperwork associated with the Goals Program

be forwarded to you by 9 July 1980. Attached is the Goals

and Progress Report for the goal ODP is responsible for;

Provide Timely and Responsive Support and Coordination to

the DDO in Development of the CRAFT Concept.

███████████████████████

                                                25X1A

Attachment: a/s

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                1 – MS Chrono
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ODP/ms/EEB ███ 1 Jul 80 ███   25X1A
                                    25X1A

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when separated from attachment.

GOALS AND PROGRESS REPORT

CIA GOALS PROGRAM

Goal: Provide timely and responsive support
and coordination for the accelerated
design, development, and implementation
schedule for the CRAFT concept. (S)

Presenter: Bruce T. Johnson
Director of Data Processing (U)

Milestone: Develop concept paper for policymakers
that outlines the program and preliminary
estimates of the resources needed to
bring it into being. (U)

Progress to Date: 5 March 1980 - Comptroller informed
DDCI of the results of his review
(assisted by panel from DDO, DDS&T,
and DDA) of accelerated CRAFT
proposal. The Comptroller's recom-
mendations included the establishment
of a CRAFT project office staffed by
IMS, OS, OC, and ODP personnel. The
project office would report to DDO
via C/IMS and would immediately develop
supporting data outlined in the recom-
mendations. (S)

19 March 1980 - Concluding that a FY-81
budget amendment was not possible for
CRAFT, the DDCI asked DDO and DDA to revise
the CRAFT proposal as recommended by Comp-
troller. EXCOM was to review the revision
in May 1980 as part of FY-82 program review.
Also, EXCOM would decide the organization
and process for moving ahead. DDCI said
that until a decision is made, CRAFT project
office should not be established. (S)

14 May 1980 - Detailed CRAFT Project Proposal
completed by team of officers from IMS, ODP,
OC, and OS. (S)

21,22 May 1980 - EXCOM reviewed CRAFT
in context of the FY-82 Program and
ranked an accelerated CRAFT package
($5.4M) between high guidance and
the DDCI's recommended program level. (S)

Issues and Problems: Awaiting RMS review of FY-82 Program.
After RMS decision, need EXCOM decision
on the organization and process for
moving ahead, as specified in the DDCI memo
of 19 March 1980. (U)

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ODP # 0-811

DD/A 80-0069/6

1 6 JUN 1980

F Y I
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MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Security
Director of Training
Chief, Information Services Staff, DDA

FROM: 25X1A

Chief, Management Staff, DDA

SUBJECT: Third Quarter 1980 DDCI Goals Program Review

REFERENCE: Multi-adse Memo from DDCI dtd 4 Jun 80,
Subject: FY-80 Goals Program   (ER 80-4482)

1.   The attached memorandum announces the Third Quarter FY-80 DDCI Goals Program review. We are scheduled on 24 July 1980 from 1500 to 1630 hours in the DCI Conference Room. Don wants all addressees to attend. (U)

2.   Don and Bill Hart have decided upon an agenda of goals to be presented to Mr. Carlucci. A total of 10 major goals will be reported to the Deputy Director of Central Intelligence (DDCI), five of which will be briefed in their entirety and two others which will be briefed in part. The agenda is:

Goal	Responsible Component	Brief
The CIA Classification Review and Information Release Program	ISS	yes
Agency Space Planning		
-- 85,000 sq ft building update	OL	yes
Directorate Progress in Implementing Recent Agency-wide Personnel Management Decisions	CMO	no
-- Agency-wide vacancy notices		
-- Uniform panel precepts		
-- SIS senior officer development		

DERIVATIVE CL BY   25X1A
☐ DECL ☒ REVW ON 17Jun00
DERIVED FROM DDCI multi-adse memo
dtd 4Jun80 (ER 80-4482)

Goal	Responsible Component	Brief
Directorate Progress in Improving 1980 Annual Personnel Plan Statistics	CMO	
-- Personal Rank Assignments (PRAs)		no
-- Counseling cases		yes
-- Retirement and resignation projections		no
-- Rotational assignments		yes
Office of Security Implementation of APEX	OS	yes

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Goal	Responsible Component	Brief
████████████████████████████	OC	yes
████████████████████████████	SSA	yes
Strengthen the Agency-wide Policy Coordination Role of the Office of Training	OTR	
-- Component-conducted training survey		no
-- Progress of and evaluation plans for the Agency Language Improvement Program		no
-- DCI interest in education for the intelligence profession		yes

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Goal	Responsible Component	Brief
Administrative Problems Faced by Overseas ████ ████████ Employees	SSA	25X1A yes
Oversee Completion of the Information Handling Task Force Study	IHTF	no
Provide Timely and Responsive Support and Coordination to the DDO in Development of the CRAFT Concept	ODP	no

25X1C

While CMO and SSA are requested to prepare appropriate progress reports, Don will brief the APP, ████ administrative issues, and overseas/domestic employee support goals himself. (S)

3. Briefing assignments are as indicated above. Each of you is asked to keep your presentations crisp and to limit your formal presentation to about 5 to 7 minutes so that the DDCI can have time to react to your briefings and yet ensure that all of you can get to and through your material. (U)

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4. Formal paperwork (Goals and progress report) associated with the Goals Program has again been requested. Attachment B is an example of the required format. These written reports must be submitted to ███████████ by 17 July. We have been asked to limit them to one page. In order that we have sufficient time to standardize them, we ask that you submit them by 9 July 1980. (U)   25X1A

5. Don has again asked that we dry-run our presentations before the 24th. We have scheduled the dry run in the DDA Conference Room on 16 July 1980 from 1530 to 1700 hours. (U)

6. To summarize, the scheduled events leading to the 24th are:

    9 July: Goals and progress report (one copy only) due to DDA Management Staff

   16 July: Dry run in DDA Conference Room from 1530 to 1700 hours

   17 July: Directorate Goals and progress reports to DDCI

   24 July: Third Quarter FY-80 DDCI Goals Program review (U)

7. I am available to discuss this with you if you have questions. (U)
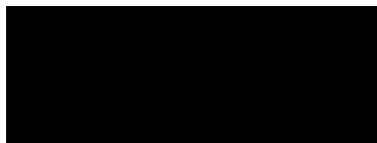
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Attachments:
  A. Referent Memo
  B. Example - Goals and progress report

3

4 June 1980

MEMORANDUM FOR: Deputy Director for Administration
                Deputy Director for National Foreign Assessment
                Deputy Director for Operations
                Deputy Director for Science and Technology
                Inspector General
                General Counsel
                Legislative Counsel
                Comptroller
                Director, Office of Equal Employment Opportunity
                Director of Personnel Policy, Planning, and
                   Management
                Director of Public Affairs

FROM   : Deputy Director of Central Intelligence

SUBJECT   : FY-80 Goals Program

   1. The tentative schedule for the FY-80 CIA Goals Program Third
Quarter review is as follows:

DDO	17 July	1500 - 1630
DDA	24 July	1500 - 1630
DDNFA	31 July	1500 - 1630
DDS&T	7 August	1500 - 1630

All meetings will be in the DCI Conference Room.

   2. In preparing your goals for this quarter, please carry over
any appropriate goals from our last discussions and continue to utilize
appropriate objectives of your SIS Advance Work Plan. You should add
other recent top priority goals for your area that you wish to discuss.
You can also begin your transition to FY-81 goals.

   3. All directorates should have an appropriate personnel management
goal focusing not only on implementing recent Agency-wide personnel manage-
ment decisions--e.g., Agency-wide vacancy notices, uniform panel precepts,
and SIS development--but also on personnel goals or issues unique to your
directorate. Please include areas of concern that I highlighted in my
memo to you on your FY-80 APP, particularly on reducing PRAs, better
personnel planning, and improved EEO performance.

DERIVATIVE CL BY _____   · 25X1A
[] DECL [] REVW ON __June 00__
DERIVED FROM_____Multiple--See
                      Component Goals Packages

   4. Please either assure that the following goals are included or give me a reason why they are not appropriate:

DDA

   –   Progress and evaluation plans for Agency Language Improvement Program; other OTR activities

25X1C   –   ████████████████████████████

   –   Space planning, implementation of recent EXCOM decisions

DDO

   –   Agent communications (with S&T)

25X1C   –   ████████████████████████████

   –   Overseas crisis management

DDS&T

   –   Progress in preparations to exploit new imaging systems

25X1A   –   ████████████████████████████

   –   ████████████████████████████

NFAC

   –   Progress in improving the quality of analysis

   –   Progress/problems on long-range plans for major intelligence questions of 1980s, including expanding reporting on world-wide energy demand

   –   Improved warning and crisis management and progress on Continuity of Government project

   5. Please submit your goals to me at least one week before your scheduled meeting. Include objectives, milestones, progress to date, and any issues or problems. Most, if not all, of your office/division chiefs should participate in your review session. Each of the deputy directors is invited to attend each others' meetings. If a deputy director cannot attend, he should send a principal alternate who can speak for him.
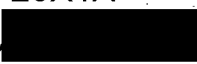
6. I would like each of the seven independent office directors to
provide me with a brief, written quarterly progress report on his indi-
vidual Advance Work Plan objectives by 4 August. Include any issues or
problems you may want to bring to DCI/DDCI attention or any revisions
you may want to propose. OPPPM should discuss in some detail progress
in implementation of the many EXCOM/NAPA recent decisions.

Frank C. Carlucci

25X1A

cc: DCI   25X1A
     SA/DDCI,

GOALS AND PROGRESS REPC

CIA GOALS PROGRAM

Goal: Increase the acquisition and maintenance of foreign language skills of Agency employees.

Presenter: Donald E. Smith
Director of Training

Milestones: 1 Oct 1979 - Initiate New Language Incentive Program throughout CIA.

Review and refine Unit Language Requirements (ULRs) by directorate.

LDC assumes responsibility for reporting to DTR on the program.

1 Feb 1980 - LDC report for FY 1979 provides current status and comparison of employees enrolled in language training during the past three years.

1 Jul 1980 - Report on comparison of awards made under the new program with those made in each of three prior years.

1 Jul 1980 - Prepare a fiscal year estimate of costs for maintenance awards.

1 Jul 1980 - Complete development of Recorded Oral Proficiency Examinations (ROPE) in 14 foreign languages.

Quarterly plus two weeks - Report on Language Use Awards (LUAs).

Progress to Date: All four directorates have reviewed and refined individual ULRs; NFAC awards in abeyance pending new review scheduled for completion in February 1980.

Seven languages have been written and recorded under ROPE. Seven others are in progress.

Part-time training sharply increased following implementation of the incentive program. DDO and NFAC show increases of 69 and 85 percent respectively.

Full-time training, current and projected, shows no change as compared with FY 1979.

First quarter FY 1980 - 563 Language Use Awards in effect at a total cost in FY 1980 of $731,900. If estimated 38 percent fulfillment rate of the 2,225 ULRs is reached, yearly cost would be $1,108,000.

Issues and Problems: Comptroller has been requested to clarify funding of LUAs. NFAC to complete review of LUAs, using stringent criterion.

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15 Feb. 1980

GOALS AND PROGRESS REPORT

CIA GOALS PROGRAM

Goal:	Provide timely and responsive support and coordination for the accelerated design, development, and implementation schedule for the CRAFT concept. (S)
Presenter:	Bruce T. Johnson Director of Data Processing (U)
Milestone:	Develop concept paper for policymakers that outlines the program and preliminary estimates of the resources needed to bring it into being. (U)
Progress to Date:	7 January 1980 - The DDA noted that an accelerated effort for CRAFT would include communications and data processing DDA resource commitments. (S)
	14 January 1980 - Draft of "A Plan for Accelerating the Provision of ADP Support to DO Field Stations" was issued by DDO. (S)
	28 January 1980 - C/IMS/DDO informed by D/ODP that DDA would provide knowledgeable officers from OS, OL, OC, and ODP on a full-time basis to work with IMS personnel to develop a concept paper which would replace the 14 January draft. (U)
	4 February 1980 - DDO/DDA CRAFT Working Group began development of an interim solution for the CRAFT Project. Target date for completion: 15 February 1980. (S)
	6 February 1980 - DDO presented a briefing on CRAFT to EXCOM, drawing upon the preliminary work of the DDO/DDA CRAFT Working Group. The DDCI tasked the Comptroller to evaluate the proposal, its funding needs, and to determine how best to proceed. The ADDO, ADDS&T and ADDA agreed to detail personnel with appropriate technical and managerial skills to serve on an ad hoc review team which is to be organized under the auspices of the Office of the Comptroller. (C)
Issues and Problems:	Awaiting the first report of the CRAFT Working Group mentioned above and its review by the Comptroller's team before the initial issues and problems are identified (S)

DERIVATIVE CL BY ▮▮▮▮▮▮ 25X1A

☐ DECL ☒ REVW ON 8Feb2000

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